



**Request for City Council Committee Action
From Community Planning and Economic Development Department**

Date: March 31, 2003

To: Community Development Committee

Referral to: none

Subject: Focus Minneapolis/CPED

Recommendation: Receive and file status report

Previous Directives: Original resolution passed September 13, 2002 included various staff directives and report dates; subsequent directives addressed the development of legislation (November) and community development strategic planning (December).

Prepared or Submitted by: Jeff Schneider, CPED Project Manager, 673-2047

Approved by: Lee Sheehy, Interim Director CPED

Presenters in Committee: Jeff Schneider, CPED Project Manager

Financial Impact (Check those that apply)

- ☒ No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☐ Other financial impact (Explain):
- ☐ Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact

Neighborhood Notification: N/A
City Goals: N/A
Comprehensive Plan: N/A
Zoning Code: N/A
Other: N/A

This is a bi-weekly status report on Focus Minneapolis and CPED.

Follow-up to January 24 and February 7 Study Sessions

At the January 24 Housing Study Session on housing issues, questions were asked about the comparative numbers of “controlled affordable housing units” in Minneapolis and St. Paul. Planning Department staff have assembled this information and it is attached to this report.

Ad Hoc Focus Groups on Housing and Economic Development

The final meetings of these two focus groups were held during the last week in March. MCDA will be providing a summary of these meetings under separate cover at the MCDA Operating Committee meeting on April 8th.

“Listening tour” of Council Members

Over the last few weeks, Council Member Goodman and Lee Sheehy have visited with Council Members to solicit their suggestions on both local and citywide development priorities. They will provide a separate summary of what they heard to the committee at this meeting, but the major themes of these conversations included the following:

- Improve the ease and efficiency of "doing business" with City Development and Planning agencies
- Development priorities must fit within available resources
- "Asset" Preservation (and Disposition where appropriate)
- Promote employment and livable wage opportunities
- Cultural transformation-from "resistant regulator" to "helpful guide" while protecting public welfare

CPED Organization Decisions

Council action is pending on this item. After a Council decision is made, staff will take steps to plan and implement an appropriate transition strategy.

As you know, the administrative reporting relationship of the Empowerment Zone Director is being transferred from the City Coordinator to CPED. A Council action formalizing this will be presented to the committee as a separate report at this same meeting. One early result of this organizational alignment is a first ever joint RFP by EZ and MCDA for commercial corridors, to be issued in late April for a combined total of \$2.25 million. The EZ Board approved this joint proposal on March 20; a companion report will be presented to the MCDA Operating Committee this cycle.

CPED Legislation

On Monday March 24th, the Senate Local Government Committee heard testimony on and sent to the Senate Floor our CPED Legislation. Language was added by the Legislative Authors allowing election options among Pension Plans for individual MCDA employees. On Wednesday, March 26th, the House Local Government Committee approved the bill and referred it to the Committee on Taxes. Rep. Abrams and others applauded Minneapolis for this initiative.

NRP/Citizen Engagement

On March 21st, Council Member Lane introduced amendments to the NRP ordinance that clarify the City's financial responsibility to fund the NRP. He presented those amendments to the NRP Policy Board at their March 24th meeting. The Policy Board set up a Task Force to review the amendments and to conduct a public input process for both this proposal and the earlier Focus Minneapolis Work Group report. As of this writing, the Task Force had not yet met and the public input process was still being planned. City representatives to the Policy Board will participate in the Task Force, and City staff will work with NRP staff to coordinate the public input process.

The interdepartmental staff team on citizen engagement is expected to issue its report this month. The report will include a description of the City's current citizen engagement practices and policies, some limited research about other cities' practices, and some recommended principles for citizen engagement. This team was initiated by the City Coordinator as a partial response to the Council's adoption of citizen engagement expectations in the January strategic goals. The team is being facilitated by the Planning Department.

One Stop Shop

Department heads from Public Works, Regulatory Services, CPED, and ITS met on Friday March 28 to consider a proposed One Stop Shop Plan. A resource and funding strategy is being prepared to accompany the draft Plan for Council review within the next month. The presentation made at this meeting included an update on the progress of One Stop. This progress report is framed within the following four areas of effort:

Management and Organization

- Supervisors from CPED and Regulatory Services are reviewing the Proposed One Stop Plan.
- Customer parking behind the Public Service Center building is scheduled to be available June 2003. Approximately 25 parking spaces are being freed up. Public Works is scheduling a meeting for early next week to discuss signage and detail improvements.
- Space plan implementation is on hold pending budget reductions and the potential for resulting available office space, according to the Facilities, Space, and Assets Management Committee (FSAM).

Business Processes

- High level business process models have been developed and will be verified by upcoming Joint Application Development (JAD) sessions held with employees engaged in the City's development process. These employees will play important roles in designing business processes to be joined with the workflow management system. The commitment of expert staff time by Department managers will be greatly appreciated. Letters to department heads requesting these resources will be sent shortly.
- A new Addressing Standard, along with new Addressing and Street naming ordinances, was jointly developed by Public Works, MECC/ITS, GIS, Fire, Planning, and Regulatory Services. These documents clarify the processes and requirements for naming/changing street names and obtaining addresses for new development/changing addresses in the City. These improvements are essential to ensure accurate site identification for emergency response as well as land

information integrity for customers and employees. The street naming and addressing ordinances are being reviewed by the City Attorney's Office.

Data

A number of data quality improvements, begun several months ago, are in process. As part of the One Stop Shop Plan, revised development business processes will incorporate data quality assurance activities.

- Parcel data quality improvements are now 97% accurate and synchronized with GIS parcel layers.
- Permit data is in a clean up process to relate permits to proper addresses and land objects (parcels, structures, and units).
- Staff is in the process of identifying data that is needed for the One Stop Shop and augmenting parcel data with census, zoning, precincts, etc.
- The street address master inventory is being cleaned and verified by Public Works.
- Structure and unit inventory reconciliation is in process. An end result of this reconciliation is that more accurate data is made available to GIS for mailings.

Technology

- A new architecture plan is being implemented to provide for research and development of data base upgrades, remote access, and KIVA/Accela upgrades. These improvements will support the development and testing of the One Stop Shop workflow management system and related software tools.

April 25 TIF Study Session

As you know, CPED/MCDA will be conducting a Study Session on tax increment financing on the morning of April 25th, at the Currie Maintenance Facility. There will also be time that morning to discuss the results of the Ad Hoc Focus Groups and Council Member Listening Tour.

**Additional Information on Follow-Up Item from
January 24 Community Development Priority Setting Session:
"Controlled" Affordable Units**

City Council Members, the Mayor and staff participated in Community Development Priority Setting sessions on January 24 and February 7, 2003. Several requests for additional information emerged during the sessions. Staff responses to those requests were distributed in a consolidated document dated March 4, 2003.

The March 4 document included the following response to the first item:

1) *Prepare comparison of percentage of controlled units in Minneapolis vs. other cities, including St. Paul.*

"Controlled units include public housing units, units in federal affordable housing projects (Section 8 site-based or Section 236), portable Section 8 certificates, and projects controlled through MCDA redevelopment contracts. The Minneapolis Public Housing Authority and the Minneapolis Community Development Agency provided Minneapolis data. St. Paul staff are preparing data that will permit a comparison between Minneapolis and St. Paul, and that comparison will be distributed as soon as it is available. Data for other cities is not readily available; the Census Bureau does not collect that information."

The comparison between Minneapolis and St. Paul referred to above has now been prepared.

"Controlled" units are those under some type of contract or guarantee such that, even if the housing market appreciates, rents in those units will remain affordable. In this context, "affordable" units are those that require no more than 30 percent of a household's income.

Housing Quantity
"Controlled" Affordable Units

	Minneapolis		St. Paul	
	# Units	% of Total Rental Housing Units	# Units	% of Total Rental Housing Units
Total rental units	78,860		50,643	
Total controlled affordable units	17,100	21.7%	9,759	19.3%
Publicly owned (public housing) units	5,800	7.4%	3,740	7.4%
Controlled by contract with local HRA	8,000	10.1%	2,135	4.2%
Project-based subsidized housing not under contract with local HRA	3,300	4.2%	3,884	7.7%
Section 8 vouchers	3,700	4.7%	3,952	7.8%

For further information, contact Tom Leighton, Planning Department, at 673-3853.